

**Means, Carter & North Hannum Improvement & Service District**  
**Regular Meeting**  
**MINUTES**  
**Tuesday, April 2, 2024, 5:00 p.m.**  
**Office of Cathey Consulting, 400 South Gillette Ave, Suite 106, Gillette, WY**

BOARD MEMBERS PRESENT: Montie Means, Ethan Strand  
 BOARD MEMBERS NOT PRESENT: Robert Holum  
 OTHERS PRESENT: Helenanne Cathey

Montie Means called the meeting to order at 5:07 p.m.

- I. **Minutes Approval** – Ethan Strand moved to approve the minutes for the regular meeting on January 2, 2024, as written. Montie Means seconded. Motion carried unanimously.
- II. **Treasurer’s Report** – The Treasurer’s Report and bills were reviewed. Montie Means moved to accept the Treasurer’s Report and pay bills as discussed and listed below. Ethan Strand seconded. Motion carried unanimously.

<b>Bank balance forward:</b>			<b>\$70,007.26</b>
12/31/23	Interest	\$27.35	
Adjusted Balance Forward:			\$70,034.61
01/09/24	Deposit – Assessments	\$2,605.72	
01/31/24	Interest	\$27.82	
02/09/24	Deposit – Assessments	\$600.00	
02/29/24	Interest	\$26.05	
03/09/24	Deposit – Assessments	\$200.00	
03/31/24	Interest	No Bank Statement Yet	
<b>Bank Balance Prior to Bills:</b>			<b>\$73,494.20</b>
Bills Paid at Meeting:			
<u>Ck#</u>	<u>Payee – Description</u>		<u>Amount</u>
1228	Cathey Consulting	Inv. 7407 – Jan.. Adm./Bks/Post. \$365.00	\$1,596.63
		Inv. 7458 – Director election mailing \$581.63	
		Inv. 7479 – Feb. Adm./Bks/Post. \$325.00	
		Inv. 7524 – Mar. Adm./Bks/Post. \$325.00	
1229	Gillette News-Record	Inv. 20198 – Director election legal ad	\$111.80
1230	Local Gov’t Liability Pool	Inv. 15095 – Liability & D & O Insurance	\$600.00
Total Bills:			\$2,308.43
<b>Bank Balance End of Meeting:</b>			<b>\$71,185.77</b>
Receivables balances: \$32,400.00			

- III. **Unfinished Business / Roads**
  - a) Engineer to conduct traffic study on Gold Road and other subdivision roads if possible for an amount not to exceed \$5,000 – No update.
  - b) Road work for spring / summer – A grant application was reviewed and signed for the dust control for the road work. The consensus is to use Quality Agg for the rock on the roads, the same as last year. Ethan Strand moved to hire Quality Agg and Dustbusters to do the work on the roads similar to last year and apply for the County grant. Montie Means seconded. Motion carried unanimously.
  - c) Director election – Tuesday, March 19, 2024 (Strand – 4 year term) – Ballots were canvassed on March 24, 2024, by Helenanne Cathey, Robert Holum and Montie Means. Election results:
    - Ethan Strand – 20 votes
    - No write-in votes.
 Ethan completed the oath as required.
  - d) Budget for 7/1/24 – 6/30/25 – The budget was reviewed and discussed. The budget is basically the same as last year. The District doesn’t have any reserves. There was discussion on doing some work on the ditches to make it easier to mow them. Montie Means moved to authorize Quality Agg to do some work on the

ditches if the price is reasonable. Ethan Strand seconded. Motion carried unanimously. Ethan Strand moved to approve the proposed budget and run the following legal ad in the News-Record on June 18, 2024. Montie Means seconded. Motion carried unanimously. The budget is attached to these minutes.

**LEGAL NOTICE OF PUBLIC BUDGET HEARING  
MEANS, CARTER, NORTH HANNUM IMPROVEMENT & SERVICE DISTRICT**

Means, Carter, & North Hannum Improvement and Service District will hold a public hearing on Tuesday, July 2, 2024, at 5:00 p.m. to review the 7/1/24 – 6/30/25 budget followed by a regular District meeting to adopt the budget and conduct regular business. The hearing will be held at the office of Cathey Consulting at 400 South Gillette Avenue, Suite 106 (K2 Technologies Building – office entrance is on 4<sup>th</sup> Street across from Arrow Printing), Gillette, Wyoming. Budget summary:

Expenses: Administrative \$6,000 / Indirect \$726 / Operations/Misc. \$79,408  
Revenue and Cash Carryover: \$86,134

The assessments will stay the same (\$400 per lot for 78 lots in the District and \$200 per lot for those lots whose only access is on Hannum Road). The proposed budget is available online with the April 2, 2024, meeting minutes for Means, Carter & North Hannum Improvement & Service District, at [www.catheyconsulting.net](http://www.catheyconsulting.net).

To contact the District or to request special accommodations for the hearing,  
call Cathey Consulting at 307-685-8235.

**IV. New Business**

- a) Local Government Liability Pool Renewal Application was submitted online by Helenanne Cathey. The Board reviewed and signed the application.
- b) Annual election of officers – Montie Means moved to keep the same slate of officers for the year (Montie Means, President / Ethan Strand, Vice President / Robert Holum, Secretary/Treasurer). Ethan Strand seconded. Motion carried unanimously.

**V. Public Comment** – There was an opportunity for public comment. There were no public comments.

Ethan Strand moved to adjourn the meeting. Montie Means seconded. The meeting was adjourned at 5:46 p.m.

**UPCOMING MEETINGS: Tuesday, July 2, 2024, 5:00 p.m. (Budget Hearing and Regular Meeting)  
2024 Meetings: Tues., July 2, 2024, 5:00 p.m. / Tues., October 1, 2024, 5:00 p.m.**

**MEETINGS ARE HELD AT THE OFFICE OF CATHEY CONSULTING, 400 SOUTH GILLETTE AVENUE, SUITE 106, GILLETTE.**

Respectfully submitted,  
Helenanne Cathey, Assistant to the Board

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Montie Means, President / Date

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Ethan Strand, Vice President / Date

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Robert Holum, Secretary/Treasurer / Date

**Budget - - 7/1/24 - 6/30/25**

**Budget Hearing: Tuesday, July 2, 2024, 5:00 p.m. at office of Cathey Consulting / PO Box 4082, Gillette, WY 82717**

	<b>Actual (F32)</b>	<b>Budget</b>	<b>Actual (EST)</b>	<b>Budget</b>
	<b>7/1/22 - 6/30/23</b>	<b>7/1/23 - 6/30/24</b>	<b>7/1/23 - 6/30/24</b>	<b>7/1/24 - 6/30/25</b>
<b>CASH CARRYOVER</b>	<b>92,243</b>	<b>64,224</b>	<b>52,288</b>	<b>49,434</b>
<b>Revenue</b>				
Assessments	32,400	32,400	32,400	32,400
Assessments - Interest	273	300	100	300
Grants - County	3,713	4,000	3,974	4,000
Interest from bank	202	90		
<b>TOTAL REVENUE</b>	<b>36,588</b>	<b>36,790</b>	<b>36,474</b>	<b>36,700</b>
<b>TOTAL REVENUE PLUS CASH CARRYOVER</b>	<b>128,831</b>	<b>101,014</b>	<b>88,762</b>	<b>86,134</b>
<b>Expenditures</b>				
Capital Expenditures				
Administrative	4,362	5,100	5,815	6,000
Operations	38,414	95,288	36,495	79,408
Indirect	1,126	626	726	726
<b>TOTAL EXPENDITURES</b>	<b>43,902</b>	<b>101,014</b>	<b>43,036</b>	<b>86,134</b>
Reserves-Amount to be Added				
Reserves-Amount to be spent				
<b>Ending Reserves balance</b>				
Receivables Start of FY	5,069		4,913	
Payables Balance Start of FY	34,002		1,205	
	<b>6/30/2022</b>	<b>6/30/23 (EST)</b>	<b>6/30/2023</b>	<b>6/30/24 (EST)</b>
<b>BEGINNING OF FISCAL YEAR BALANCES</b>				
GENERAL FUNDS	92,243	64,224	52,288	49,434
RESERVES BALANCES				
<b>TOTAL FUNDS BEGINNING OF YEAR</b>	<b>92,243</b>	<b>64,224</b>	<b>52,288</b>	<b>49,434</b>
Receivables Balance End of FY	4,913			
Payables Balance End of FY	1,205			
End of Year Bank Balance	52,288		49,434	
Net per year (Revenue minus Expenses)	84,929	0	45,726	0

**Budget Message: Means, Carter & North Hannum ISD manages the roads. Each year, rock is added and dust control applied as needed. The District utilizes the County grant program when possible. The District does not have any reserves.**

Board Member Signature \_\_\_\_\_

Board Member Signature \_\_\_\_\_

Directors: Montie Means, Pres. and Robert Holum, Sec./Treas. terms end March, 2026 / Ethan Strand, Vice Pres. term ends March, 2028  
 The District holds a regular meeting each quarter at 5:00 p.m. Meeting dates to be determined annually.  
 Records are stored at 400 S Gillette Ave, Suite 106, Gillette.

Roads Estimates:

- 3024.8 McGee Ave
- 5787.3 Gold Road
- 1015.4 North Plains Dr
- 1353 Mink Ave
- 1414.1 Glenn Ave
- 2125 Means St
- 557.7 Copper St
- 633.4 Silver Ave
- 15910.7 total feet in subdivision
- 5280 feet in a mile
- 3.01 total miles